

THE TULALIP TRIBES
TGO/QCC/BINGO
JOB DESCRIPTION
"In House Job Opportunity"

JOB TITLE: Cage Fill Bank Cashier (12 full-time positions)

POSITION NUMBER: TGO-041-07

NOTE: LY REGULAR CURRENT EMPLOYEES AND ENROLLED MEMBERS OF TULALIP TRIBES WILL BE CONSIDERED FOR THIS IN-HOUSE POSITON. Sections in box are minimum requirements that all applicants must have to be considered for this job. These requirements must be stated on your application form to be considered for this position.

The Tulalip Tribes publicly announces that Indian Preference in hiring shall apply to Tulalip Tribal job opportunities.

EDUCATION:

- ☐ High School diploma or GED equivalent preferred.
- *If applicant does not meet this requirement, employer will allow 6 months from date of hire to meet job requirement, as a condition of employment.

SKILLS:

- ☐ Knowledge of ten-key.
- ☐ Good math skills. **(Test required passing with 80%)**
- ☐ Experience with fill/credit computer preferred.

EXPERIENCE:

- ☐ Minimum of nine (9) months cash handling experience.
- ☐ Minimum of nine (9) months customer service.
- ☐ Minimum of six (6) months Cage Fill Bank experience.

OTHER REQUIREMENTS:

- ☐ Will be responsible for the deliverance of the highest level of customer service to guests, VIP's, and co-workers.
- ☐ Must attend mandatory guest service training.
- ☐ Must be flexible to work both Casino sites, the "New" Tulalip Casino and the Quil Ceda Creek Casino.
- ☐ Must successfully complete and pass a national Indian Gaming Commission background investigation.
- ☐ Must be able to obtain a Class A certification, and be licensed, with the Washington State Gambling Commission and the Tulalip Tribal Gaming Agency.
- ☐ Must be available to work any shift assigned to include days, swing, grave, weekends, and/or holidays.
- ☐ Must have a successful employment history with Tulalip Tribes and/or other employers.

Physical Characteristics and/or Prerequisites:

- ☐ Stamina to stand for extended length of time.
- ☐ Tolerance to work in a smoke filled environment.
- ☐ Finger and manual dexterity for counting money, operation of ten-key, currency counter and routine paperwork.
- ☐ Ability to lift up to 25 lbs. on a frequent basis.
- ☐ Ability to bend and stoop on a frequent basis.
- ☐ Ability to process multiple fill/credits in a timely manner.

Tribal Department: Casino Cage

Employee Classification: Non-exempt

Job Summary: Performs Cage Fill Bank cashier's duties according to department policy and procedures. Accurately and quickly process fill/credits, currency and chip transaction for other departments.

Employee Reports To: Cage Supervisor

Extent of Job Authority: To perform Cage Fill Bank cashier duties in compliance with casino policies under the supervision of the Casino Cage Shift Supervisor. Responsible and required to accurately balance assigned bank.

Specific Duties Performed:

1. Issue chips to table games in exchange for a fill request.

2. Receive chips from table games in exchange for a credit request.
3. Shift paperwork consisting of: Checkout for opening and closing of bank, Fill/Credit Log to be maintained at the time each fill is processed and the Fill/Credit slips placed together in an organized manner, and in tables numerical order as outlined in Cage.
4. Assist the Front Line Cashiers with customers in addition to Main Bank Cashier duties, when fills/credits process is complete.
5. Issue imprest banks to Slot Attendants consisting of currency and tickets.
6. Replenish Attendants with tickets.

Terms of Employment: This is a Regular Full-time position requiring 40 hours per week or 2080 hours per year.

Pay Range: \$15.44 per hour

Opening Date: February 23, 2007

Closing Date: March 5, 2007 at 4:00 p.m.

Please return your completed application to the Tulalip Casino Receptionist by the closing date and time. * Required documents must be submitted prior to interviewing.